

# GOVERNMENT OF MAHARASHTRA

**CONFIDENTIAL**

**OFFICE MEMORANDUM :**

No. IPS 4207 / CR 516 / POL-1,  
Home Department, Mantralaya,  
Mumbai - 400 032.  
Dated the 14<sup>th</sup> October, 2009.

**Subject : All India Services (Performance Appraisal Report) Rules, 2007.**

Writing of Performance Appraisal Reports on members of the Indian Police Service holding various posts in the Maharashtra State Police Force.

**Ref. : Director General of Police, Maharashtra State, Mumbai Letter No. DGP / PA / ACR / 2008 / 114, Dated, 20.09.2008.**

In supersession of all previous Office Memorandums issued on this subject, the undersigned is directed to state that, it has been decided that, in the case of Indian Police Service Officers holding posts in the Maharashtra State Police Force, the Reporting, the Reviewing and the Accepting authorities, under the All India Services (Performance Appraisal Report) Rules, 2007, shall be as per below:-

## **(I) State Police Head Quarter**

Sr. No.	Designation	Reporting to an officer of the rank of	Reporting Authority	Reviewing Authority	Accepting Authority
1.	Director General of Police, Maharashtra State	--	Additional Chief Secretary (Home)	Chief Secretary	Home Minister
2.	Additional Director General of Police	Director General of Police	Director General of Police	Additional Chief Secretary (Home)	Chief Secretary
3.	Special Inspector General of Police	Additional Director General of Police	Additional Director General of Police	Director General of Police	Additional Chief Secretary (Home)
4.	Special Inspector General Police	Director General of Police	Director General of Police	Additional Chief Secretary (Home)	Additional Chief Secretary (Home)
5.	Deputy Inspector General of Police	Special Inspector General of Police	Special Inspector General of Police	Additional Director General of Police	Director General of Police
6.	Deputy Inspector General of Police	Additional Director General of Police	Additional Director General of Police	Director General of Police	Director General of Police
7.	Assistant Inspector General / Superintendent of Police	Deputy Inspector General of Police	Deputy Inspector General of Police	Special Inspector General / Additional Director General of Police	Additional Director General of Police / Director General of Police
8.	Assistant Inspector General / Superintendent of Police	Special Inspector General of Police	Special Inspector General of Police	Additional Director General of Police / Director General of Police	Director General of Police
9.	Assistant Inspector General / Superintendent of Police	Additional Director General of Police	Additional Director General of Police	Director General of Police	Director General of Police

**(II) Ranges**

Sr. No.	Designation	Reporting to an officer of the rank of	Reporting Authority	Reviewing Authority	Accepting Authority
1.	Special Inspector General of Police	--	Additional Director General of Police (Law & Order)	Director General of Police	Additional Chief Secretary (Home)
2.	Deputy Inspector General of Police	--	Additional Director General of Police (Law & Order)	Director General of Police	Additional Chief Secretary (Home)
3.	Superintendent of Police	--	Special Inspector General of Police / Deputy Inspector General of Police	Additional Director General of Police (Law & Order)	Director General of Police
4.	Additional Superintendent of Police	--	Superintendent of Police	Special Inspector General of Police	Additional Director General of Police (Law & Order)
5.	Assistant Superintendent of Police/ SDPOs/ Supy. ASsP/ Prob. DySsP	--	Superintendent of Police	Special Inspector General of Police	Additional Director General of Police (Law & Order)

**(III) Crime Investigation Department (CID)/ State Intelligence Department (SID)/ Traffic/ State Reserve Police Force (SRPF) / Training & Special Units/ Police Wireless/ Motor Transport/ Railways/ Home Guards/ Maharashtra State Police Housing & Welfare Corporation/Anti Corruption Bureau (ACB)/ Maharashtra Police Academy, etc.**

Sr. No.	Designation	Reporting to an officer of the rank of	Reporting Authority	Reviewing Authority	Accepting Authority
1.	Director General, (Anti -Corruption Bureau/ Home Guards/ Police Housing)	--	Additional Chief Secretary (Home)	Chief Secretary	Home Minister
2.	Additional Director General of Police	--	Director General of Police	Additional Chief Secretary (Home)	Chief Secretary
3.	Special Inspector General of Police	Additional Director General of Police	Additional Director General of Police	Director General of Police	Additional Chief Secretary (Home)
4.	Special Inspector General of Police	Director General of Police	Director General of Police	Additional Chief Secretary (Home)	Additional Chief Secretary (Home)
5.	Deputy Inspector General of Police	Special Inspector General of Police	Special Inspector General of Police	Additional Director General of Police/ Director General of Police	Director General of Police

6.	Deputy Inspector General of Police	Additional Director General of Police	Additional Director General of Police	Director General of Police	Director General of Police
7.	Superintendent of Police/ Deputy Commissioner/ Commandant/ Principal/ Assistant Director	Deputy Inspector General of Police	Deputy Inspector General of Police	Special Inspector General of Police/ Additional Director General of Police	Director General of Police
8.	Superintendent of Police/ Deputy Commissioner/ Commandant/ Principal/ Asst. Director	Special Inspector General of Police	Additional Director General of Police	Director General of Police	Director General of Police
9.	Superintendent of Police/ Deputy Commissioner/ Commandant/ Principal/ Asst. Director	Additional Director General of Police	Additional Director General of Police	Director General of Police	Director General of Police

**(IV) Commissioner of Police, Mumbai**

Sr. No.	Designation	Reporting to an officer of the rank of	Reporting Authority	Reviewing Authority	Accepting Authority
1	Commissioner of Police/ Additional Director General of Police	--	Director General of Police	Additional Chief Secretary (Home)	Chief Secretary
2	Joint Commissioner of Police/Special Inspector General of Police	--	Commissioner of Police	Director General of Police	Additional Chief Secretary (Home)
3	Additional Commissioner of Police/Deputy Inspector General of Police	--	Joint Commissioner of Police	Commissioner of Police	Director General of Police
4	Deputy Commissioner of Police/ Superintendent of Police	Additional Commissioner of Police	Additional Commissioner of Police	Joint Commissioner of Police	Commissioner of Police
5	Deputy Commissioner of Police e.g. Traffic & Operations.	Joint Commissioner of Police	Joint Commissioner of Police	Commissioner of Police	Commissioner of Police

**(V) Other Commissionerates**

Sr. No.	Designation	Reporting to an officer of the rank of	Reporting Authority	Reviewing Authority	Accepting Authority
1.	Commissioner of Police in the rank of Additional Director General of Police	--	Director General of Police	Additional Chief Secretary (Home)	Chief Secretary
2.	Commissioner of Police in rank of Special Inspector General of Police	--	Additional Director General of Police (Law & Order)	Director General of Police	Additional Chief Secretary (Home)
3.	Commissioner of Police in rank of Deputy Inspector General of Police	--	Additional Director General of Police (Law & Order)	Director General of Police	Director General of Police

4.	Joint Commissioner of Police/ Special Inspector General of Police	--	Commissioner of Police	Additional Director General of Police (Law & Order)	Director General of Police
5.	Additional Commissioner of Police/ Deputy Inspector General of Police	--	Joint Commissioner of Police	Commissioner of Police	Additional Director General of Police ((Law & Order))
6.	Deputy Commissioner of Police/ Superintendent of Police	Additional Commissioner of Police	Additional Commissioner of Police	Joint Commissioner of Police	Commissioner of Police
7.	Deputy Commissioner of Police/ Superintendent of Police	Commissioner of Police in the rank of Special Inspector General of Police	Commissioner of Police	Additional Director General of Police (Law & Order)	Director General of Police
8	Deputy Commissioner of Police/ Superintendent of Police	Commissioner of Police in the rank of Deputy Inspector General of Police	Commissioner of Police	Additional Director General of Police (Law & Order)	Director General of Police

**(VI) Director General of Police (Special Operations)/ Anti-Terrorist Squad/ Anti Naxalite Operations / Force-I / Narcotics wing, etc.**

Sr. No.	Designation	Reporting Authority	Reviewing Authority	Accepting Authority	Remarks
1.	Director General of Police (Special Operations)	Director General of Police	Additional Chief Secretary (Home)	Chief Secretary	--
2.	Additional Director General of Police, Anti-Terrorist Squad	Director General of Police (Special Operations)	Director General of Police	Additional Chief Secretary (Home)	--
3.	Additional Commissioner of Police/ Deputy Inspector General of Police, Anti-Terrorist Squad	Additional Director General of Police, Anti-Terrorist Squad	Director General of Police (Special Operations)	Director General of Police	--
4.	Deputy Commissioner of Police/ Superintendent of Police, Anti-Terrorist Squad	Additional Commissioner of Police/ Deputy Inspector General of Police, Anti-Terrorist Squad	Additional Director General of Police, Anti-Terrorist Squad	Director General of Police (Special Operations)	---
5.	Deputy Inspector General of Police, Gadchiroli Range	Additional Director General of Police (Law & Order)	Director General of Police	Additional Chief Secretary (Home)	A note on his performance will be written by DG, Spl. Ops & kept on his ACR file

6.	Deputy Inspector General of Police, Anti-Naxlite Operations	Additional Director General of Police / Special Inspector General of Police, Anti-Naxlite Operations	Director General (Special Operations)	Director General of Police	---
7.	Superintendent of Police	Deputy Inspector General of Police	Additional Director General of Police Anti-Naxlite Operations	Director General (Special Operations)	---
8.	Additional Superintendent of Police	Superintendent of Police	Deputy Inspector General of Police /Special Inspector General of Police	Additional Director General of Police Anti-Naxlite Operations	---
9.	Deputy Inspector General of Police, Force I	Additional Director General of Police Anti-Terrorist Squad	Director General (Special Operations)	Director General of Police	---
10.	Deputy Commissioner of Police/ Superintendent of Police, Anti-Naxlite Operations	Deputy Inspector General of Police, Anti-Terrorist Squad	Additional Director General of Police Anti-Terrorist Squad	Director General (Special Operations)	---

#### (VII) Officers on State Deputation

Sr. No.	Designation	Reporting Authority	Reviewing Authority	Accepting Authority
1.	Principal Secretary (Special), Home Department, Mantralaya	Additional Chief Secretary (Home)	Chief Secretary	Home Minister
2.	Chief Security & Vigilance Officer, Maharashtra State Road Transport Corporation	Vice Chairman & Managing Director, Maharashtra State Road Transport Corporation	Secretary (Transport)	Additional Chief Secretary (Home)
3.	Director, Vigilance & Security, Maharashtra State Electricity Distribution Co. Ltd.	Chairman, Maharashtra State Electricity Distribution Co. Ltd.	Secretary (Energy)	Additional Chief Secretary (Home)
4.	Inspector General, Prisons, Maharashtra State	Principal Secretary (Prison, Appeal & Security)	Additional Chief Secretary (Home)	Additional Chief Secretary (Home)
5.	Chief Security Officer, Maharashtra Legislature Secretariat	Secretary, Maharashtra Legislature Secretariat	Speaker Maharashtra Legislative Assembly	Speaker Maharashtra Legislative Assembly
6.	Controller, Legal Metrology, Mumbai	Secretary (Food & Civil Supplies)	Additional Chief Secretary (Home)	Additional Chief Secretary (Home)
7.	Joint Commissioner (Vigilance), Food & Drugs Administration, Mumbai.	Commissioner, Food & Drugs Administration	Secretary (Medical Education & Drugs)	Additional Chief Secretary (Home)
8.	Chief Vigilance Officer, Maharashtra Housing & Area Development Authority	Chief Executive Officer, Maharashtra Housing & Area Development Authority	Secretary (Housing)	Additional Chief Secretary (Home)

#### General Instructions:

I. In the above hierarchy, if a senior rank gets introduced or a post is upgraded or downgraded, then the chain of reporting, reviewing & acceptance will automatically stand

suitably amended. e.g. if the post of Deputy Inspector General of Police gets upgraded to that of Special Inspector General of Police then the level of reporting, reviewing and acceptance will automatically stand changed as mentioned above, under respective head.

**II.** In the order, substantive police ranks are mentioned. These will deem to mean & include all respective designations at which the concerned officers are/ would be working e.g.

- (a) Superintendent of Police will mean & include Deputy Commissioner of Police, Deputy Commissioner, Commandant, Principal, Assistant Director etc.
- (b) Deputy Inspector General of Police will mean & include Additional Commissioner of Police, Additional Commissioner, Deputy Director & Commissioner of Police (wherever so posted e.g. at present of Solapur & Amravati etc.)
- (c) Inspector General of Police will mean & include Joint Commissioner of Police/ Joint Commissioner/ Joint Director/ Commissioner of Police (wherever so posted e.g. at present of Navi Mumbai, Aurangabad & Nashik etc.)
- (d) Additional Director General will mean & include Commissioner of Police (wherever so posted e.g. at present of Mumbai, Pune, Thane & Nagpur etc.)/ Additional Director/ Director Police Wireless etc.

By order and in the name of Governor,

  
(Chandra Iyengar)

**Additional Chief Secretary(Home) to the Government of Maharashtra**

To,

The Secretary to Government of India, Ministry of Home Affairs, North Block, Raj Path, New Delhi.

Chief Secretary, Government of Maharashtra, Mumbai.

Additional Chief Secretary (Home), Mantralaya, Mumbai.

Principal Secretary (Prison, Appeal & Security), Home Department, Mantralaya, Mumbai.

Secretary, Industry, Energy and Labour Department, Mantralaya, Mumbai.

Secretary (Transport), Mantralaya, Mumbai.

Secretary (Housing), Mantralaya, Mumbai.

Secretary, Maharashtra Legislature Secretariat, Mumbai.

Secretary, Medical Education and Drug Department, Mantralaya, Mumbai.

Secretary, Food and Civil Supplies Department, Mantralaya, Mumbai.

Commissioner, Food and Drugs Administration, Mumbai.

Director General & Inspector General of Police, Maharashtra State, Mumbai.

Director General, Anti Corruption Bureau, Maharashtra State, Mumbai.

Director General (Special Operations), Maharashtra State, Mumbai.

Director General, Maharashtra Police Housing & Welfare Corporation Ltd. Mumbai.

Commandant General, Home Guards, Maharashtra State, Mumbai.

Vice-Chairman and Managing Director, Maharashtra State Road Transport Corp., Mumbai.

Chairman, Maharashtra State Electricity Distribution Co. Ltd., Mumbai.

Chief Executive Officer, Maharashtra Housing & Area Development Authority, Mumbai

All Additional Director Generals of Police.

All Commissioners of Police.

All Special Inspector Generals of Police/Joint Commissioners of Police.

All Deputy Inspector Generals of Police/Additional Commissioners of Police.

All Superintendents of Police/Deputy Commissioners of Police.

All Commandants, State Reserve Police Force.

All Principals, Police Training Schools.

The Home Department, Desk-HDO.2/Pol-1A/POL-7/ PRS-1/TRA-1, Mantralaya, Mumbai.

The General Administrative Department, Desk-X, Mantralaya, Mumbai

Select File- Pol-1.